

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD  
NOVEMBER 8, 2005  
MEETING MINUTES**

**PRESENT:** Mylinda Barisas-Matula, OT; David Cooper; Brian B. Holmquist, OT; Deb McKernan-Ace, OTA; Dorothy Olson, OTA; Corliss A. Rice; Gail Slaughter, OT

**STAFF:** Tom Ryan, Bureau Director; Jacquelynn Rothstein, DRL Board Counsel; PJ Monson, Bureau Assistant

**GUESTS:** Linda M. Anderson, MS, OTR, Wisconsin Occupational Therapy Assoc.

**CALL TO ORDER**

Gail C. Slaughter, Vice Chair, called the meeting to order at 9:09 a.m. Quorum was confirmed.

Ms. Slaughter and Mr. Ryan expressed appreciation for the past contributions of Cindy Erb and Judith Ficks.

**APPROVAL OF AGENDA**

**Additions to the Agenda**

- Item “D” – AOTA Approved Provider Program
- After Item “E” – DOE Case Status Report

**MOTION:** Ms. Barisas-Matula moved, seconded by Ms. McKernan-Ace, to approve the agenda as published. Motion carried unanimously.

**WELCOME NEW MEMBERS**

The Board welcomed the new members and introduced themselves.

**APPROVAL OF MINUTES OF JULY 26, 2005**

**MOTION:** Ms. Olson moved, seconded by Ms. Barisas-Matula, to approve the minutes as published. Motion carried unanimously.

**ELECTION OF BOARD CHAIR POSITION**

**MOTION:** Ms. McKernan-Ace moved, seconded by Ms. Olson, to nominate Ms. Slaughter for the Chair position. Motion carried unanimously.

With no other nominations, Ms. Slaughter assumed the Chair position until the 2006 election.

**APPOINTMENT OF PANEL AND LIAISON POSITIONS**

Ms. Slaughter appointed Ms. Barisas-Matula as the OT credentialing liaison. Ms. Olson will remain as the OTA credentialing liaison.

Ms. Slaughter appointed the screening committee: Ms. Olson as the OTA, Mr. Holmquist as the OT, and Mr. Cooper will be the public member.

## **NBCOT ANNUAL MEETING REPORT**

Ms. Slaughter discussed the topics from the NBCOT annual meeting. Homeland Security and the immigration status of foreign trained OTs was the main topic at the conference. The mandatory masters' degree program will go into effect January 1, 2007 nationwide and will affect many states that have foreign trained OTs and OTAs. Effective January, 2006, NBCOT will offer access to their test scores on-line with a password for examinees. NBCOT has completed their first audit of their members, and the results are not yet available.

## **SECRETARY CELIA JACKSON**

Secretary Jackson welcomed the Board to the new space and thanked them for their work on the Board.

## **ADMINISTRATIVE REPORT**

### **2006 Hotel Policy**

Mr. Ryan reported a new hotel policy for 2006.

### **Increased mileage reimbursement rate**

Mr. Ryan reported the mileage allowance has been increased to \$.385.

### **Board Member Hotline number**

Mr. Ryan reminded the Board members that the hotline number should be used for board members only.

### **Building Renovation Update**

Mr. Ryan reviewed the changes brought about by the renovation and move including heightened security. Mr. Ryan also offered a tour after the meeting.

### **Board member status**

All current members are active and all positions are filled.

## **INFORMATIONAL ITEMS**

Noted.

## **PRACTICE QUESTIONS**

Ms. Rothstein relayed an email question regarding PT and OT plans of care. The Board decided by consensus that each OT must develop their own plan of care for each client rather than accept a plan created by someone else. Ms. Rothstein will respond to the person submitting the practice question as needed.

### **PRESENTATION OF PROPOSED STIPULATIONS**

None.

### **CLOSED SESSION**

**MOTION:** Ms. Barisas-Matula moved, seconded by Ms. Olson, to convene to closed session to deliberate on cases following hearing (Wis. Stat. 19.85 (1) (a)); consider closing disciplinary investigation with administrative warning (Wis. Stat. 19.85 (1) (b), and Wis. Stat. 440.205); consider individual histories or disciplinary data (Wis. Stat. 19.85 (1) (f)) and to confer with legal counsel (Wis. Stat. 19.85 (1) (g)). Roll Call Vote: Mylinda Barisas-Matula-yes; David Cooper-yes; Brian B. Holmquist-yes; Deb McKernan-Ace-yes; Dorothy Olson-yes; Corliss A. Rice-yes; Gail Slaughter-yes. Motion carried unanimously.

The Board convened into closed session at 9:50 a.m.

### **RECONVENE INTO OPEN SESSION**

**MOTION:** Mr. Holmquist moved, seconded by Ms. Olson, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 2:15 p.m.

### **REQUEST FOR CE WAIVER**

The current rules do not allow a hardship waiver for OTs or OTAs. The Board discussed changing current rules to include a hardship rule as well as discussion of a CE waiver for the initial licensure period. Julie Reimann, Office of Education and Examinations, will respond to the licensee regarding her request, express appreciation for her letter and acknowledge the interest of the Board in creating a hardship rule for these situations in the future.

### **UPDATE ON STATUS OF ORAL EXAM QUESTION REVIEWS**

Gail Pizarro, PhD., handed out exam questions for review and discussion. Ms. McKernan-Ace and Ms. Barisas-Matula will work together with Gail on completing the process by the March meeting.

### **EXAMINATIONS**

**MOTION:** Ms. McKernan-Ace moved, seconded by Ms. Barisas-Matula, to validate the scores of OT and OTA candidates for licensure. Motion carried unanimously.

## **ADJOURNMENT**

**MOTION:** Ms. McKernan-Ace moved, seconded by Ms. Olson, to adjourn the meeting at 2:30 p.m. Motion carried unanimously.